

Planning Commission
February 2, 2015

Pursuant to due call and notice thereof, a Planning Commission meeting was held on February 2, 2015 at 6:30 p.m. at Sartell City Hall.

MEMBERS PRESENT: Ryan Fitzthum, Glenn Persen, Anna Gruber, Dawn Moen,
Amelia Barkley (Student Liaison)

MEMBERS ABSENT: Gary Orman

OTHERS PRESENT: Anita Rasmussen, Community Development Director/Assist City
Administrator
Mike Nielson, City Engineer

Fitzthum called the meeting to order at 6:30 p.m.

ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON 2015

A MOTION WAS MADE BY PERSEN TO POSTPONE THE ELECTION OF A CHAIRPERSON AND VICE CHAIRPERSON UNTIL THE MARCH MEETING. THE MOTION WAS SECONDED BY MOEN. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: PERSEN, MOEN, FITZTHUM, GRUBER
NAY: NONE
MOTION CARRIED

AGENDA REVIEW AND ADOPTION

A MOTION WAS MADE BY MOEN TO APPROVE THE AGENDA. THE MOTION WAS SECONDED BY PERSEN. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: PERSEN, MOEN, FITZTHUM, GRUBER
NAY: NONE
MOTION CARRIED

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A MOTION WAS MADE BY MOEN TO APPROVE THE MINUTES OF THE DECEMBER 1, 2014 MEETING MINUTES. THE MOTION WAS SECONDED BY GRUBER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: PERSEN, MOEN, FITZTHUM, GRUBER
NAY: NONE
MOTION CARRIED

SELECTION OF MISSISSIPPI RIVER PARTNERS APPOINTMENT

A MOTION WAS MADE BY FITZTHUM TO APPOINT MOEN TO THE MISSISSIPPI RIVER PARTNERS COMMITTEE. THE MOTION WAS SECONDED BY GRUBER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: PERSEN, MOEN, FITZTHUM, GRUBER
NAY: NONE
MOTION CARRIED

NEW BUSINESS

CONDITIONAL USE PERMIT

Fouquette Auto Inc, owner of the property located at 5 Riverside Avenue South has requested an approval for a conditional use permit to utilize a portion of the property as a used car dealership. The primary usage of the property is auto repair. The property is zoned B-2, General Business, which requires a conditional use permit to allow for automotive sales. The purpose of the conditional use is that the proposed use is permitted, with conditions.

The existing building is 3,339 square feet and the indoor sales area would encompass 1,000 square feet. The remaining square footage is devoted to auto repair. The outdoor sales area cannot be more than twice the square footage of the indoor sales area, which would allow 2,000 square feet be used for outdoor sales. The proposal is for six parking spaces (1080 sf) to be used for outdoor automotive sales.

Conditions of Approval include:

1. No additional pavement can be installed on the site.
2. The property has a containment kit on site at all times.
3. At no time can any vehicles encroach onto the sidewalk along Riverside Ave.
4. Historically, the property has had nuisance washouts which results in the erosion of sediment entering into the city's storm system. The dirt driveway located on the southerly end will need to have some type of ground cover installed (turf, etc) which will eliminate erosion by July 1, 2015.
5. That the property owner properly maintains the existing building, including the exterior building materials.
6. That all other ordinance provisions are followed including, but not limited to lighting and signage.
7. That the total number of vehicles, for purposes of automotive sales, may not exceed six.
8. That the parking of any vehicles may not encroach within 6 feet of any property lines.

A MOTION WAS MADE BY PERSEN TO APPROVE THE FINDINGS OF FACT FOR THE CONDITIONAL USE PERMIT. THE MOTION WAS SECONDED BY GRUBER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: PERSEN, MOEN, FITZTHUM, GRUBER

NAY: NONE

MOTION CARRIED

A MOTION WAS MADE BY PERSEN TO APPROVE THE CONDITIONAL USE PERMIT. THE MOTION WAS SECONDED BY GRUBER. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: PERSEN, MOEN, FITZTHUM, GRUBER

NAY: NONE

MOTION CARRIED

ORDINANCE AMENDMENT DISCUSSION

Rasmussen provided background on the mandated ordinance amendments to comply with the new MS4 permit requirements. WSB is currently reviewing the ordinance changes for compliance. Once that review is complete, the ordinances would be brought back for discussion at a future meeting.

OLD BUSINESS

PINECONE ROAD IMPROVMENTS

Nielson provided an overview of the Pinecone Road improvement currently being discussed by the City Council.

COMPREHENSIVE PLANNING

Rasmussen provided an update on the comprehensive planning efforts which have slowed due to staffing issues along with wanting to integrate the town center/community facilities information into the plan. There was discussion regarding the Community Center relating to location and scale. Rasmussen also provided the Commission with a resident letter which was emailed to the Council.

OTHER BUSINESS

Rasmussen updated the Commission on staffing, including the hire of Nate Keller as the Community Development Technician.

ADJOURN

A MOTION WAS MADE BY PERSEN TO ADJOURN THE MEETING AT 7:30 P.M. THE MOTION WAS SECONDED BY MOEN. UPON VOTE BEING TAKEN THE FOLLOWING VOTED:

AYE: PERSEN, MOEN, FITZTHUM, GRUBER

NAY: NONE

MOTION CARRIED

Minutes by:

Anita Rasmussen, Planning Director